



NATIONAL ENDOWMENT FOR THE

Humanities

DIVISION OF RESEARCH PROGRAMS

PUBLIC SCHOLAR PROGRAM

FREQUENTLY ASKED QUESTIONS

I. Eligibility

1. I am an independent scholar. What are my chances of receiving a fellowship from the Public Scholar program?

Your chances are the same as any other applicant's. All applicants to the Public Scholar program must propose a significant project that is likely to appeal to general audiences and present evidence of their qualifications, including publications, presentations, and other relevant experience.

2. I am a graduate student. Am I eligible to apply to the Public Scholar program?

No. Students enrolled in a degree program are not eligible to apply to the Public Scholar program.

3. I am translating a book that reached a popular audience abroad. Am I eligible to apply to the Public Scholar program?

No. Applications for translation projects by a single scholar should be directed to NEH's [Fellowships](#) program. Applications for translation projects by a team of two or more collaborators should be directed to the [Scholarly Editions and Translations](#) program.

4. I am involved in a collaborative project. Can collaborators split a fellowship?

No. The Public Scholar program is designed primarily for individual researchers. Awards may not be divided. If you seek funding for a co-author, each person seeking funding must submit a separate application specifying the individual contribution. Panelists will be asked to evaluate each application on its own merits. Each application should clearly explain how the work will be divided and the extent to which each collaborator's contribution depends on that of the other. Applicants who are seeking funding only for themselves but who are working as part of a

collaborative team are eligible. In this case, too, the application should clearly explain how the work will be divided and the extent to which each collaborator's contribution depends on that of the other. Applicants proposing to work together may wish to apply instead or in addition for an NEH [Collaborative Research](#) grant.

5. I am working on a book that is primarily addressed to scholars in my own discipline. May I apply to the Public Scholar program?

No. The Public Scholar program supports only books intended to appeal to a general audience. Scholars who are working in a specialized field should apply instead to the NEH [Fellowships](#) program. They may also apply to the [Summer Stipends](#) program.

II. Other Fellowship Opportunities

1. May I apply for other NEH grants to support the same project that I am submitting to the Public Scholar program?

Yes. NEH encourages applicants to apply to all programs for which they are eligible. Applicants to the Public Scholar program (at the March 3 deadline) may subsequently apply—at their April 2015 deadlines—to the [Fellowships](#) program or to one of the Awards for Faculty programs (for [Hispanic-Serving Institutions](#), [Historically Black Colleges and Universities](#), or [Tribal Colleges and Universities](#)). They may also apply to the NEH [Summer Stipends](#) program—or (in collaboration with at least one other project participant) to the [Collaborative Research](#) or [Scholarly Editions and Translations](#) program.

Note, however, that if you are offered more than one NEH award, you may accept only one in any given fiscal year.

2. What other programs are offered by institutions with which NEH collaborates to support individual research in the humanities?

NEH collaborates with several organizations to offer support for research programs:

Library of Congress (LOC) – John W. Kluge Center Fellowships

Projects that draw on the collections of the Library of Congress are eligible for support. Interested applicants should apply directly to [LOC's Kluge Center Fellowships Program](#). These fellowships are available only to applicants who have received a terminal advanced degree within the past seven years in the humanities, social sciences, or in a professional field such as architecture or law.

Japan-United States Friendship Commission (JUSFC) – [Fellowships for Advanced Social Science Research on Japan](#)

Subjects may include modern Japanese political economy, international relations and society, and United States-Japan relations. Applicants may consult the [JUSFC website](#) for additional information.

NEH Grants for Fellowship Programs at Independent Research Institutions (FPIRI)

Projects to be undertaken at independent centers for advanced study, libraries, and museums in the United States, and research centers overseas, are eligible for support. Individual scholars must apply directly to the institutions themselves. Available [here](#) is a list of currently funded institutions.

NEH and National Science Foundation Fellowship Program for Documenting Endangered Languages (DEL)

Projects on endangered languages are eligible for support. A full description of the DEL program is located [here](#).

III. Application and References

1. What help is available for preparing the proposal?

NEH staff members are not able to comment on draft proposals for Public Scholar fellowships. NEH staff will, however, answer questions about preparing your proposal and about your eligibility. The staff may be reached at (202) 606-8200 and at publicscholar@neh.gov.

2. One of my referees cannot submit a letter online. Is there an alternative?

NEH strongly encourages referees to submit their letters online. If they are unable to do so, referees may e-mail letters to publicscholar@neh.gov.

5. How will my application be reviewed?

All applications receive peer review. Scholars in the humanities will read and rate your application, using the evaluation criteria listed in Section V of the application guidelines. NEH staff comments on matters of fact or on significant issues that otherwise would be missing from these reviews, then makes recommendations to the National Council on the Humanities. The National Council meets at various times during the year to advise the NEH chairman on grants. The chairman takes into account the advice provided by the review process and, by law, makes all funding decisions. More details about NEH's review process are available [here](#).

6. Can I see the evaluators' comments after the competition?

Yes. The notification you receive about the decision made on your application will contain instructions for requesting the evaluators' comments. If your application is unsuccessful, the comments may help you revise it for resubmission.

IV. Using Grants.gov

1. How do I know if I have submitted my application successfully?

After you submit your application, you should receive four e-mail messages confirming receipt of your application. To ensure that your application is properly processed, please verify that you have received all four confirmations.

1. Grants.gov Submission Receipt;
2. Grants.gov Submission Validation Receipt;
3. Grants.gov Grantor Agency Retrieval Receipt; and
4. NEH Confirmation Receipt.

The first three e-mail messages are from Grants.gov and are normally sent within twenty-four hours of the submission; delays can, however, occur when system usage is heavy. Each message includes your application's Grants.gov tracking number. Keep these messages for your records.

If you do not receive all three messages from Grants.gov, or if the messages indicate that the application has been rejected, contact Grants.gov (www.grants.gov) at 1-800-518-GRANTS (4726) or support@grants.gov. Include the Grants.gov tracking number in correspondence regarding the application.

The fourth e-mail message is from NEH and assigns your application an NEH tracking number, which is different from your Grants.gov tracking number. You will receive this e-mail message within ten business days **after** the application deadline.

2. Can I check to see whether my letter writers have submitted their letters?

Yes. You will be notified by e-mail when each of your letters of reference has been received. After you have received your NEH confirmation receipt, you may also check the status of your letters of reference by logging in to [the secure area of NEH's website](#). Enter your NEH tracking number (or application number) and your Grants.gov tracking number. You will be able to see the names and e-mail addresses of your letter writers and whether their letters have arrived. If necessary, you may send reminders to your letter writers (including the upload link) from this site.

3. What is the Application for Federal Domestic Assistance - Individual Form, and where do I find it?

The Application for Federal Domestic Assistance - Individual Form is a standard government application form. It is included in the "Mandatory Documents" field of the application package that you download from Grants.gov. To begin filling out the form, type your name in the "Application Filing Name" field that appears upon opening the application package. (In Section IV of the guidelines, "Application and Submission Information," see "How to Submit Your Application," specifically the discussion of Form I under STEP 4.)

4. What is a DUNS number? What is a TIN/EIN number? How do I find out my institution's numbers?

DUNS stands for "data universal numbering system." DUNS numbers are issued by Dun and Bradstreet (D & B) and consist of nine digits. TIN/EIN stands for "Taxpayer Identification Number/Employer Identification Number." If you have institutional affiliation, you should be able to get these numbers from your sponsored research office.

More information about DUNS numbers is available [here](#).